

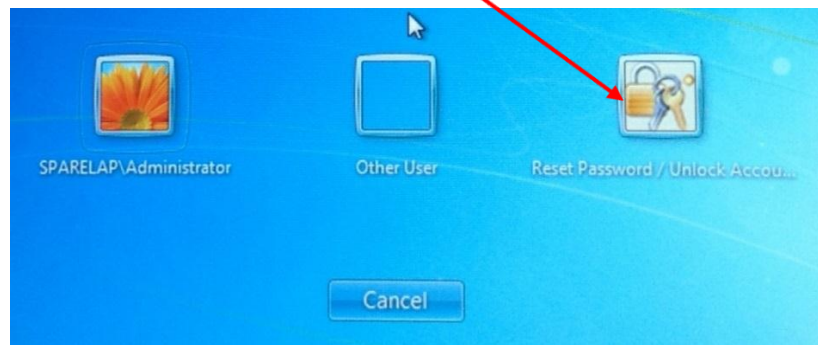
## Resetting Your Password

1. There are two ways to access the password reset tool.

A. From the Millville website: <http://mps.millvillenj.gov>. Click on Resources, select Help Desk, and then click on Password Reset.



B. From the logon screen of any district computer



2. Type your user name in the domain user name field (ie. Firstname.lastname), fill in the verification characters and then click Continue.

The screenshot shows a 'Reset Your Password' form. At the top, it says 'Please provide your user name and domain name.' There are two input fields: 'Domain User Name' with a placeholder '(Example : Jamith)' and 'Domain Name' with a dropdown menu showing 'MILLVILLE'. Below these is a section titled 'Type the characters you see in the picture below.' which displays a distorted image of the characters '5s2e02'. A red arrow points from the text 'Type your user name in the domain user name field' to the 'Domain User Name' field. Another red arrow points from the text '(Verification characters)' to the verification character input field. At the bottom are 'Continue' and 'Cancel' buttons.

(Verification characters)

3. Answer your security questions exactly as you entered them when you registered for the password reset tool. Type in the verification code and click Continue.

**Security Questions**  
Please answer the following question(s) as per your enrollment profile to reset your password

Answer the below question(s)

Que: What school did you attend for sixth grade?  
Ans:

Que: What was the model of your first car?  
Ans:

Type the characters you see in the picture below:

d5r98s

Letters are not case-sensitive

[Continue](#) [Cancel](#)

4. Type in your new password and confirm it. Please take note of the Domain Password Policy Requirements. After you enter your password, type in the verification and click the Reset Password button.

**Reset Password**  
Please enter a new password in the boxes below:

**Domain Password Policy Requirements**

- The minimum password age is 0
- The maximum password age is 210
- The minimum password length is 7
- No. of Password Remembered is 0
- The password complexity property is Disabled

Reset Password

New Password :

Confirm New Password :

Type the characters you see in the picture below:

499i27

Letters are not case-sensitive

[Reset Password](#) [Cancel](#)

#### Domain Password Policy Requirements

- The minimum password age is 0
- The maximum password age is 210
- The minimum password length is 7
- No. of Password Remembered is 0
- The password complexity property is Disabled

5. When you successfully reset your password, you will see this message.

✓ The password reset has been done successfully. Proceed with your normal operations. [\[Back to home\]](#)